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INFORMATION REPORT INFORMATION REPORT

CENTRAL INTELLIGENCE AGENCY

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**CONFIDENTIAL****REPORT**

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**COUNTRY** Poland**DATE DISTR.** 26 May 1955**SUBJECT** Spare Parts for Tractors and Agricultural  
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1. The CZR (Central Zaspotrzebia Rolnictwa - Central Agricultural Equipment Supply Office) Spare Parts for Tractors and Agriculture Machines Supply Agency (Skladnica CZR Ozesci do Traktorow i Maszyn Rolniczych) in Szczypiorno (N 41-44, E 18-02) has been in existence since 1945. At the beginning it was a depot for spare parts and agricultural machines supplied to Poland by UNRRA and was administered by the Central Administration of Technical Services for Agriculture (Centralny Zarzad Technicznej Obslugi Rolnictwa - OZTOR). In 1949, it was taken over by the CZR. Up to November 1953, the scope of activities of the Spare Parts Supply Agency in Szczypiorno was limited because the procurement of spare parts was conducted by the Central Office of the CZR in Lodz. When the Central Office of the CZR was transferred to Warsaw in 1953, about 40 employees were left in Lodz as a so-called liquidation group. In the fall of 1954, this group was finally transferred to the Supply Agency in Szczypiorno; since that time, the agency has been fully responsible for the procurement, storage, and distribution of spare parts for tractors and agricultural machines according to plans approved by the CZR.
2. The Supply Agency in Szczypiorno was located about four kilometers southwest of Kalisz (N 51-45, E 18-05) and situated between the Kalisz-Ostrow railroad line and the Ostrow (N 51-39, E 17-49) - Kalisz highway, straight north from the railroad stop at Szczypiorno. It occupied an area of approximately 200 by 500 meters which was fenced in by wire net. It had its own railroad spur track which passed through the gates of the establishment and had branches leading to each of the warehouses. The freight traffic from the Supply Agency was handled by the Kalisz freight station. (See pages 5, 6 and 7 for a sketch and legend on the physical layout of the Supply Agency in Szczypiorno.) 50X1

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3. The final organization of the Spare Parts Supply Agency was not yet completed [redacted] in December 1953, but according to plans worked out [redacted] in 1953 and hearsay, the agency operated approximately as follows in 1954:

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- a. The Spare Parts Supply Agency was subordinated directly to the Central Agricultural Equipment Supply Office (CZR) in Warsaw. Director Stanislaw Monczynski was in charge of the agency. The following were directly subordinated to him:
- (1) A main office which consisted of five sections: planning, personnel, accounting, finance, and administrative.
  - (2) A deputy director with the following subsections subordinated to him:
    - (a) Tractor Spare Parts Subsection.
    - (b) Agricultural Machine Spare Parts Subsection.
    - (c) Equipment and Material Subsection.
    - (d) Technical Inspection Subsection.
    - (e) Chief Storekeeper.
    - (f) Expediting Subsection.
- b. The first two subsections mentioned above were responsible for the procurement and distribution of spare parts.
- c. The Equipment and Material Subsection was mainly responsible for sheaf binding twine and canvas because most of the equipment and material necessary for the repairs of agricultural machines was sent directly from factories to the wholesale agencies.
- d. The Technical Inspection Subsection consisted of four experts for agricultural machines and six technical inspectors. The first group was responsible for the recognition and classification of spare parts, for working out tables of interchangeable spare parts, and for suggestions on production and storage. These experts were former employees or representatives of the prewar German agricultural machine factories of Dering, Krupp, Fahr, and Massaharis. Five technical inspectors checked the spare parts produced in Polish factories and TOR workshops before they were shipped to Szczepiornno to see if they were produced according to specifications. One technical inspector was responsible for sheaf binding twine, checking its production in Polish factories.
- e. The Chief Storekeeper was in charge of all warehouses and supervised the storekeepers responsible for the various sections in the warehouses including the workers employed in these sections. He was responsible for the storage, distribution, and loading of spare parts and materials according to invoices which were prepared by the sections concerned in the main office.
- f. The Expediting Subsection, in coordination with the Chief Storekeeper, made all transportation arrangements with the Kalisz railroad station for all incoming and outgoing goods.

The Spare Parts Supply Agency kept all spare parts listed in the CZR catalogue in stock, i.e., about 10,000 varieties of spare parts for

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tractors, about 15,000 varieties of spare parts for agricultural machines, and a limited amount of items and material needed for repairs. The spare parts and materials were kept in four large warehouses. Each of the warehouse buildings was divided into two to four sections by fireproof walls. All told, there were 11 separate sections where different spare parts were arranged by type and origin of production as well as being separated according to the different tractors and agricultural machines for which they were meant. The agency also kept a certain amount (three to four million zlotys worth) of steel, colored metals, shafts, and bushings on hand, as a production reserve for the workshops of the CZTOR.

5. [redacted] the Spare Parts Supply Agency employed about 100 administrative employees and about 100 physical workers, including 20 industrial guards. It had one jeep which was used by the director and the employees for trips to the bank in Kalisz. It also had two trucks used for all deliveries, and one or two tractors which were used for shunting freight cars to the warehouses on the railroad sidings. 50X1
6. The finished spare parts were received in bulk by the Spare Parts Agency from factories and TOR workshops. They came in by freight cars, were always unloaded in Szczypiorno, and were arranged according to storage instructions in different stalls on wooden shelves in the various warehouse sections. Before shipment, the spare parts were always examined in the factories by technical inspectors who were sent for this purpose from Szczypiorno. The Spare Parts Agency had a plan or schedule for expediting the supplies to the customers which was worked out in cooperation with the State Railroads and the Supply Agency's only customers, the regional wholesale agencies. The Spare Parts Agency sent deliveries to the 16 CZR regional wholesale agencies mostly in freight cars, each of which was loaded according to the order of the individual wholesale agency and under escort supplied by that regional wholesale agency. Some regional wholesale agencies periodically called for their spare parts and materials using their own trucks or the trucks of their customers, i.e., State Machine Centers (POMs) and State Farms (PGRs).
7. Limitations in the organization and the number of employees at the Spare Parts Supply Agency permitted it to serve only one railroad transport customer daily; however, it could handle two customers daily if they picked up their orders directly from the warehouses in their own trucks. It sometimes happened that several customers arrived in one day and this caused difficulties in distribution and bottlenecks in delivery. This happened mostly in the spring and summer months during the repair season (akcja remontowa), before sowing and harvesting, when the demand for spare parts by the repair workshops of the POMs and PGRs were urgent. In addition to the preceding, the agency had some difficulties in procuring spare parts and often ran short. The factories producing spare parts were not prompt with their deliveries because of poor production planning.
3. The total planned yearly turnover for the Spare Parts Supply Agency, which amounted to about 440,000,000 zlotys for 1954, was usually surpassed by five to ten per cent as far as sheaf binding twine and spare parts for agricultural machines were concerned. That portion of the total which concerned tractor spare parts was not completely realized because the producers or exporters were often late with deliveries. Nor was it always realized as far as equipment and repair materials were concerned because the CZR regional wholesale agencies often bought these materials straight from the wholesale agencies of other industries where they paid five per cent less. To add to the confusion, it once happened that the factories sent a large shipment of spare parts ordered by the

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Central Agency for Agricultural Peasant Self-Help Cooperatives to Szczypiorno by mistake and the shipment was charged to the account of the Spare Parts Supply Agency, which was not permitted to return the shipment or refuse the charge, and as a consequence had a portion of its assets tied up in unnecessary goods. As an additional financial difficulty, the Spare Parts Supply Agency usually had difficulties in collecting the amounts due for supplies from customers when these amounts were not promptly paid to the banks.

9. Most of the personnel employed in the warehouses had been recruited mainly from the nearby village of Szczypiorno and had been working for several years. They knew each other very well and often operated as teams in conducting organized thefts. During loading, they cheated the customers on the amount of spare parts and materials called for in the orders and later disposed of the stolen material to private buyers. It was almost impossible for the customers to check the thousands of spare parts which were given to them from the stores because each shipment had to be signed for by the escort provided by the customer as soon as it had been received from the warehouse. No claims were accepted afterwards by the Spare Parts Supply Agency. The workers in the stalls also issued the spare parts equipment and materials without wrapping and stole the sacks, linen cloth, and canvas. Sparkplugs, induction pipes, injectors, and cooling fanbelts were also commonly stolen. The thefts were so well organized that the Spare Parts Supply Agency was never involved. The customers were always the victims.
10. The 20 industrial guards employed by the Spare Parts Supply Agency were posted at all gates and patrolled inside and around the warehouses. All visitors were checked and no person or truck was permitted to go in or out without a pass issued by the main office. There was also a regular fire brigade and a voluntary section of firemen organized from among the workers.

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## Legend to Memory Sketch (See page 7 )

1. Double-track railroad line: Kalisz-Ostrow.
2. Szczypiorno railroad stop - Small wooden shed used as a waiting room.
3. Wire mesh fence - About two meters high with barbed wire on top; enclosed the agency compound.
4. Warehouse for spare parts for agricultural machines - One-story brick building, about 20 x 60 m.; reconstructed in 1953/1954. Along the northern side there was a loading ramp which ran along the railroad siding. The building was divided into three or four sections, each separated by a concrete, fire-proof wall.
5. Railroad tracks - A spur line led into the compound from the main Kalisz-Ostrow line. Within the compound it branched to provide each of the warehouses with a siding. The tracks were built flush with the ground so that cars could pass over them easily. Along the tracks, paths were built for the tractors which were used for shunting the freight cars from one warehouse to another.
6. Fishpond.
7. Inside gate with a barrier - The drive served as an entrance for trucks. The gate was guarded and entrance could be gained only by those having passes. At the gate there was a small brick guard house.
8. Fruit and vegetable garden surrounded by a wire mesh fence.
9. Kalisz-Ostrow Highway - This section of it was built of basalt bricks.
0. Main office - Two-story brick building; about 12 x 20 m.; the second floor was occupied by the director (his apartment).
1. Main gate - Guarded by an industrial guard.
2. Guard house - Small, one-story building.
3. Fruit and vegetable garden surrounded by fence.
4. Warehouse for tractor spare parts - One-story, wooden structure, about 25 x 45 m., divided into sections. Along the southern side of the building there was a loading ramp used to load and unload freight cars.
5. Warehouse - One-story, wooden structure, about 25 x 50 m., divided into sections. One section was used for Zetor tractor spare parts, one for agricultural machine spare parts, and one or two sections were used for storing steel-colored metals, and workshop equipment.
5. Warehouse for tractor spare parts - Partly one-story, partly two-story building of about 20 x 60 m. Situated along the northern side there was a ramp for loading and unloading freight cars; along the southern side there was a ramp for loading and unloading trucks. It was used mainly for storing parts for American tractors.
- Administrative building - One-story brick building about 15 x 25 m. Also contained a recreation room for employees; the rest of the building was used for the storage of coal, vegetables, timber, and other materials.

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- 18. Gravel road for trucks - Led from the main gate to the warehouses and ended at the eastern gate.
- 19. Gates - Entrance for the railroad spur line; guarded by industrial guards.

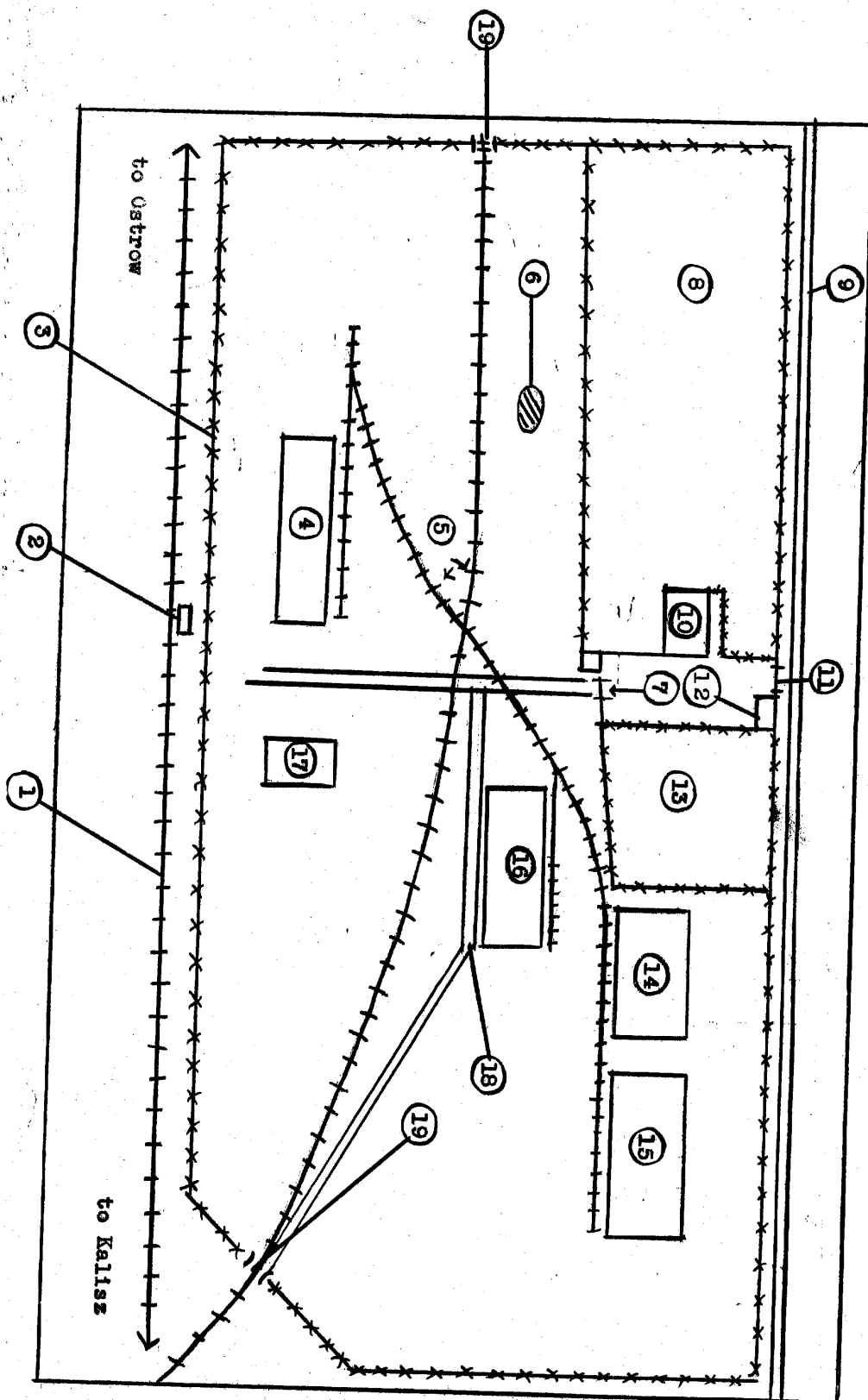
Note: In addition to the buildings described above, a new office building was constructed in 1954, but further information on it.

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Approximate Scale 1:2000 1cm=20 m



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